

**OFFICE OF THE PRINCIPAL**  
Phone: 2440709, 2463278

**ST. PAUL'S SR. SEC. SCHOOL**  
Mala Road, KOTA-324002  
Rajasthan.

Circular No. 22-23/06 **LKG & HKG**

Date: **29<sup>th</sup> June 2022**

**Dear Parents,**

Kindly note that the school will reopen from 4<sup>th</sup> July 2022.

Kindly note the following:

- The school timings will be from **8:15 am to 12:15 pm.**
- **There will be no classes on Saturdays for the K.G. Section all through the session.**

**Also make note of the following points:**

- Label your child's name, class and section on the tiffin, water bottle, school tie, belt and crayon colour box. Crayon colour box is to be brought only on the day of drawing period.
- Please send a pencil box containing only two sharpened pencils and an eraser daily (NO SHARPENER REQUIRED).
- Please send three-in-one rough copy everyday in your child's bag.
- Girl students must wear a white elastic hair-band daily. Girls having long hair should make two plaits or pony tails with white ribbons.
- Please send your child neatly dressed in full school uniform and on time every day.
- Please trim your child's nails once a week and hair when required.
- Please check your child's school diary every day. **Please sign all the notices sent after reading them carefully.** Leave applications upto 3 days is to be written in the space provided in the School Diary. For a longer period of absence a written application must be applied and sanctioned prior by the Principal. If a child is absent from school for more than 7 days without information/leave sanction, the candidates name will be struck off the rolls.
- Entry and Exit only from Gate No. 3.

